

**BOARD OF FINANCE  
SALEM, CONNECTICUT  
MEETING MINUTES  
MARCH 06, 2014**

**PRESENT**

TJ Butcher  
Greg Preston  
Janet Griggs  
George Householder  
David Kennedy  
Carole Eckart  
John Dolan, Alt  
Hernan Salas  
Cindy Noe/ Recording Secretary

**ABSENT**

Robert Sartori, Alt

**GUESTS**

Len Giambra  
Kevin Lyden  
Jackie Hemond  
Sally Snyder  
Gloria Fogarty  
Kathryn Bellandese

**CALLED TO ORDER**

TJ Butcher called the meeting to order 7:00pm

**RECOGNITION OF VISITORS**

There were no visitors that wished to be recognized in attendance

**SEAT ALTERNATE IF NEEDED**

No alternates were required

**COMMUNICATIONS**

None

**ADDITIONS TO AGENDA**

None

**AGENDA**

**1. APPROVE MEETING MINUTES FROM FEBRUARY 27, 2014**

Minutes were approved as presented

## **2. REVIEW AND ACT ON BUDGET REQUESTS FOR 2014/2015 FISCAL YEAR**

### **A.) ASSESSOR**

Kevin Lyden presented the proposed budget for fiscal year 2014/2015 for the Assessor (See File Copy). Lyden stated that the increase in the budget is due to the increased cost of dues and required classes. He also stated that Barbara Perry, Assessor, working hours are 9am- 3pm Monday through Thursday. He also stated that line number 5-116-205, Board of Assessment Appeals, has also increased.

**M/S/C- Preston/ Kennedy to approve Department #116, Assessor, appropriation in the amount of \$13,105.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

### **B.) REGISTRAR- ELECTIONS**

Kevin Lyden presented the proposed budget for fiscal year 2014/2015 for Registrar- Elections (See File Copy). Susan Spang was not able to attend the meeting for personal reasons. Spang sent a letter to the Board with explanations on the budget (See File Copy). The Board had no questions regarding this budget.

**M/S/C- Eckart/ Householder to approve Department #122, Registrar- Elections, appropriation in the amount of \$11,750.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

### **C.) RECREATION COMMISSION**

Kevin Lyden presented the proposed budget for fiscal year 2014/2015 for the Recreation Commission (See File Copy). Susan Spang was not able to attend the meeting for personal reasons. Spang sent a letter to the Board with explanations on the budget (See File Copy). Butcher stated that he loves the fundraising that the Recreation Commission does throughout the year. Eckart asked how the fundraising was going for this current year. Lyden stated that the Recreation Commission fundraising is going about equal to last year.

**M/S/C- Householder/Preston to approve Department #645, Recreation Commission, appropriation in the amount of \$52,900.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

### **D.) LIBRARY**

Len Giambra presented the proposed budget for fiscal year 2014/2015 for the Library (See File Copy). Giambra stated the increase in line number 5-158-615, Bibliomation, is a fixed increase. Giambra stated that the increase demand for E-Books through a town wide survey also increased the budget

request. Giambra stated the other increases were for 5 new computers and a new room projector. He also stated that the library currently has 50,000 items in circulation. The town currently has around 3,000 library cards issued. He also stated that the library is used as a town center. The library had over 300 gatherings last year; gathering over 6,000 people. Butcher stated that he feels the library is doing a great job. Preston wondered if the library could save money by using a different operating system other than Bibliomation. Jackie Hemond answered the question by stating that Bibliomation is currently the best system for the library and is very cost effective compared to other systems. She also stated that more expensive systems do not offer the as much as Bibliomation. Preston would like to see a comparison between Bibliomation and other operating systems. Hemond will research and put together a comparison for the board. Householder asked if the budget could be reduced by buying three computers instead of the five that are being requested. Giambra agreed that the number could be reduced to three and that the room projector could also be moved out for another year. The reduction in those areas bring the requested amount down from \$32,457.00 to \$29,917.00.

**M/S/C- Householder/Griggs to approve Department #158, Library, appropriation in the amount of \$29,917.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved**

**Opposed: Preston**

#### **E.) ECONOMIC DEVELOPMENT**

Kevin Lyden presented the proposed budget for fiscal year 2014/2015 for Economic Development (See File Copy). Lyden stated that Economic Development has a full board now. He also stated that there have been several studies in the area of economic development in Salem. Lyden stated that he has a 2.2 million dollar approval from Southeastern Council of Government to install a bypass lane at Burnett's Country Gardens as well as correcting the curve at Skyline Drive. Lyden stated that approximately 5% of Salem's tax base is from town businesses. Householder questioned line number 5-600-223, Consultant in the amount of \$6,000.00. He wanted to know the plans for the use of that money. Lyden did not have the answer for the exact use of the consultant fees. Butcher stated that the Board is very pro- business but he felt the budget was high. Butcher stated that he would like to see the budget at \$2,500.00 and if Economic Development needed more throughout the year they could come back to the Board of Finance. Lyden stated he felt that was fair.

**M/S/C- Griggs/Householder to approve Department #600, Economic Development, appropriation in the amount of \$2,500.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

**F.) INLAND WETLANDS & CONSERVATION COMMISSION/ IWCC**

Sally Snyder presented the proposed budget for fiscal year 2014/2015 for IWCC (See File Copy). Householder asked why the Commission is asking for engineering costs again this year when no money was spent in this area last year. Snyder stated that the budget calls for it because you can't always anticipate when you may need an engineer for a project.

**M/S/C- Kennedy/ Preston to approve Department #610, Inland Wetlands & Conservation Commission, appropriation in the amount of \$3,500.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

**G.) PLANNING AND ZONING**

Gloria Fogarty presented the proposed budget for fiscal year 2014/ 2015 for Planning and Zoning (See File Copy). Fogarty stated that the budget has decreased by \$7,500.00. Fogarty stated that line number 5-630-924, Engineering, is at \$9,000.00 for some projects that will be taking place in town.

**M/S/C- Griggs/ Preston to approve Department #630, Planning and Zoning, appropriation in the amount of \$30,000.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

**H.) ZONING BOARD OF APPEAL**

Kathryn Bellandese presented the proposed budget for fiscal year 2014/ 2015 for Zoning Board of Appeals (See File Copy). Bellandese stated the increase in the budget is for education for new members.

**M/S/C- Preston/ Eckart to approve Department #640, Zoning Board of Appeal, appropriation in the amount of \$800.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

**I.) MUNICIPAL INSURANCE**

Lyden present the proposed budget for fiscal year 2014/ 2015 for Municipal Insurance (See File Copy). Lyden stated that the increase is due to the required coverage to the underground tanks. Lyden stated that the tanks will be replaced with above ground tanks as needed; eventually eliminating this needed coverage.

**M/S/C- Preston/ Griggs to approve Department #710, Municipal Insurance, appropriation in the amount of \$102,000.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

**J.) UNANTICIPATED EXPENSES**

Lyden present the proposed budget for fiscal year 2014/ 2015 for Unanticipated Expenses (See File Copy).The Board had no questions regarding this budget.

**M/S/C- Eckart/ Griggs to approve Department #810, Unanticipated Expenses, appropriation in the amount of \$1,000.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

**K.) REVALUATION**

Lyden present the proposed budget for fiscal year 2014/ 2015 for Revaluation. The Budget was at \$0.00.

**M/S/C- Preston/ Griggs to approve Department #935, Revaluation, appropriation in the amount of \$0.00 subject to review/revision/table at the 3/27/2014 Board of Finance meeting.**

**Vote: Approved Unanimously**

**M/S/C – Griggs/ Kennedy to adjourn meeting at 7:58pm**

**Vote: Approved Unanimously**